

**City of Poulsbo  
Community Services Committee  
Meeting Minutes**

<b>Location</b>	<b>Poulsbo City Hall, 3<sup>rd</sup> floor conference room</b>	<b>Date</b>	<b>Sept. 12, 2018</b>
<b>Committee Chair</b>	Ken Thomas	<b>Time Started</b>	4:00 pm
<b>Council Present</b>	Connie Lord, Ken Thomas	<b>Time ended</b>	5:00 pm
<b>Staff Present</b>	Mary McCluskey, Parks and Recreation; Mayor Erickson; Council member Gary Nystul; Nikole Coleman, Planning Dept.		
Key Points Discussed			
No.	Topic	Highlights	
1.	<b>Administrative:</b>		
A.	Questions & Concerns of the Committee	Connie said that the plaque dedication for Herb Armstrong on Sunday went well.	
B.	Agenda and Extended Agenda Review	Ken said that he recently received a proposal from Bill Effinger regarding Affordable Housing. Does the committee want to consider his proposal – a housing task force plan? Connie felt that it is too big for this committee. This is almost an idea to replace Housing Kitsap. But where should it go? The Mayor wants to address affordable housing, but the City does not have the kind of money to fund something like this. A citizen committee may not be the way to go. This is not appropriate to this committee. The Mayor has been approached about securing a bike share program. This will be put on a future agenda.	
C.	Approval of Minutes: 8/08/2018	M/S/A CK/KT	
2.	<b>Agenda Items:</b>		
A.	Special Events: Poulsbo Community Orchestra; Community Blood Drive	Community Blood Drive: After some discussion the committee agreed that the bloodmobile should be parked along the back side of the Waterfront Park restrooms, and near a crosswalk. CSC recommends approval. CL/KT Poulsbo Community Orchestra BBQ buffet fundraiser: CSC recommends approval of this event CL/KT.	
B.	Lodging Tax Advisory Committee recommendations – 2019	Councilmember Gary Nystul gave a review of the LTAC recommendations for 2019. A change from previous years is that the Poulsbo Marketing Coalition has disbanded, so organizations have applied separately. Organizations talked about spending more advertising money in the shoulder season. He gave a brief summary of each application. He also reminded the committee that if the full Council wants to make just one change, the whole set of recommendations must be thrown out. CSC recommends the LTAC allocation list to the full Council as presented CL/KT	
C.	Urban Paths of Poulsbo – Update	Mary reported that City functional plans are typically reviewed every 6 years. The Urban Paths of Poulsbo Trails Plan was originally passed in May 2012, so this year is the year for an	

		<p>update. The Parks and Recreation Commission (PRC) led the review. They reviewed 5 past City surveys that included questions about trails. Trails always score high, so they did not feel that it would be necessary to do another one. All of these surveys are on the city website and included surveys from the 2007 and 2015 Comp Plan reviews, 2009 Trails Committee study, 2015 PROS update, and the 2017 skate park project.</p> <p>The main tasks that the PRC undertook included: a review and update of the trails inventory and future priorities; a review of trail priorities that involved many successes and held a community open house where about a dozen members of the public attended.</p> <p>Nikole added that the redline version of the plan shows where outdated language was removed, and language to modernize it was inserted. This plan is more succinct. The existing facilities map shows proposed trails that staff knows are in the pipeline. Helen did a great job on the maps.</p> <p>After some discussion, it was decided that a memo and the draft plan be sent to the full Council a couple of weeks in advance so they have time to review it. The CSC would like to see it approved via a resolution, and then make a final approval during the Comprehensive Plan amendment process in 2019. Ken said that he appreciates the thorough job that the PRC did on the plan. CSC recommends the UPP Plan update move forward. CK/KT</p>
D.	Budget Review – continued	<p>Mary reviewed the Parks and Recreation budget, as the others were done last month. Things are going well and staff is talking about new programs and maybe one new special event in 2019. Mary talked about a bike event she witnessed in Vancouver called City Ride. Streets were blocked off so that families could ride without cars in the way. Becky suggested doing it around the NKHS/PMS block, as there is good parking at the high school. Maybe coordinate with North Point Church. The committee also talked about staff transition within the Parks and Recreation Dept over the next two years.</p>
<b>3.</b>	<b>Department Head Reports</b>	None
A.	Park Project Updates	None
<b>4.</b>	<b>Mayor/Council Member Reports</b>	The Mayor said that she has suggested a Haunted House in the parking garage.

Minutes respectfully submitted by Mary McCluskey